

Request for Verification of Loan Payment History

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Your Email Address]

[Your Phone Number]

[Recipient's Name]

[Bank or Lender's Name]

[Bank or Lender's Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally request verification of my loan payment history for the loan account [insert loan account number].

For my records and to ensure accuracy, I would appreciate it if you could provide a detailed statement reflecting my payment history, including dates, amounts, and any outstanding balances.

If you need any further information to process my request, please feel free to contact me at [insert phone number] or [insert email address]. I appreciate your assistance in this matter.

Thank you for your prompt attention to this request.

Sincerely,

[Your Name]